

## Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria

### Part 1: Project Solicitation Overview Information

Sponsors must meet the Basic Program Requirements in the TAP-CMAQ-CRP Guidebook (Guidebook), Chapter 1 (A through G), in addition to the Carbon Reduction Program's (CRP) specific requirements contained in this Appendix D. CRP projects must fall into one of the listed program categories and should provide a carbon reduction benefit.

The purpose of the CRP program is to reduce transportation emissions through the development of state carbon reductions strategies and by funding projects designed to reduce transportation emissions. NYSDOT is utilizing different mechanisms to distribute CRP funds throughout the state.

Only projects located in small urban or rural areas are eligible to receive CRP funding under this solicitation.

- Small urban areas are defined as areas with a population of not less than 5,000 and not more than 49,999.
- Rural areas are defined as areas with a population of less than 5,000.

To be considered for funding under CRP, all projects must contribute to a reduction in emissions. Applications must include a description of how the proposed project will reduce emissions. There are several strategies for reducing emissions that Sponsors should consider and assess when framing the benefits of their proposed project. They are:

- Facilitate active management of travel demand through promoting and improving energy efficient modes (transit, pedestrian and bicycle) or advance the operational and emissions performance of the multi-modal (freight and passenger) transportation system through effective congestion reduction or traffic flow improvements.
- Advance the use of vehicles (e.g., electric, etc.) or modes of travel that result in lower transportation emissions per person-mile traveled as compared to existing vehicles and modes.
- Reduce the number of single occupant vehicle (SOV) trips on the roadway network by facilitating the use of alternatives to SOV travel, including public transportation facilities, bicycle and/or pedestrian facilities, and shared or pooled vehicle trips within the area.

### Eligible Project Types:

CRP Project Types	FHWA CRP Eligible Activities
Congestion Reduction and Traffic Flow Improvements	<ul style="list-style-type: none"><li>• Signal improvements</li><li>• Traffic monitoring and control devices</li><li>• Intersection Improvements</li><li>• Vehicle to infrastructure communications equipment</li><li>• Intelligent Transportation System (ITS) expansion/deployment</li></ul>
Alternate Fuel and Clean Vehicle	<ul style="list-style-type: none"><li>• Electric vehicle charging stations</li><li>• Green hydrogen re-fueling infrastructure</li></ul>

## Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria

CRP Project Types	FHWA CRP Eligible Activities
Travel Demand Management/Rideshare	<ul style="list-style-type: none"><li>• Rideshare programs</li><li>• Park-and-ride</li><li>• Technology for shared-use mobility</li><li>• Planning activities for micromobility (e.g., bikeshare, scooter share)</li><li>• Education and outreach</li></ul>
Transit Improvement	<ul style="list-style-type: none"><li>• Transit service expansion</li><li>• Dedicated bus lane</li></ul>
Pedestrian/Bicycle	<ul style="list-style-type: none"><li>• Pedestrian and bicycle paths (that are not solely for recreation)</li><li>• Capital costs associated with bicycle share infrastructure</li></ul>
Freight Intermodal Projects	<ul style="list-style-type: none"><li>• Intermodal freight facilities and programs</li><li>• Efforts to reduce environmental and community impacts of freight movement</li></ul>
Energy Efficient Light/Traffic Devices	<ul style="list-style-type: none"><li>• A project to replace street lighting and/or traffic control devices with energy-efficient alternatives</li></ul>

Program guidance for this solicitation, outlining CRP project type category summaries and emissions reduction considerations are provided as follows:

### Congestion Reduction and Traffic Flow Improvements

This category includes transportation system operational activities and strategies, as well as infrastructure investments intended to reduce congestion and increase multimodal transportation network reliability. Eligible projects include strategies that within small urbanized or rural areas will address traffic flow or optimize system operation such as signal improvements.

**Emission Reduction Considerations:** Congestion reduction and traffic flow projects support the reduction of emissions by reducing delay and idling associated with recurring and non-recurring bottlenecks.

### Alternate Fuel and Clean Vehicle

This category includes projects and programs that are intended to reduce emissions from transit buses and the deployment of electric charging stations or clean hydrogen fueling facilities. CRP can be used to support the acquisition, installation or operations of publicly accessible electric vehicle charging or green hydrogen fueling infrastructure.

**Emissions Reduction Considerations:** Alternative fuel, and clean vehicle projects reduce emissions by taking higher emitting vehicles out of service and replacing them with zero emitting vehicles. Projects that install electric vehicle chargers or clean hydrogen fueling facilities enable more zero emission vehicle use.

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

### **Travel Demand Management (TDM) /Rideshare**

This category includes planning, projects, programs or initiatives that are intended to reduce emissions by diverting Single Occupied Vehicle (SOV) travel to more energy efficient modes or to less congested times of day. Strategies that are applied may include traveler information and assistance, employer or public education and outreach regarding alternative modes or congestion avoidance, incentives for efficient travel, or supportive infrastructure such as park and rides.

**Emission Reduction Considerations:** TDM/Rideshare programs support the reduction of emissions by diverting SOV trips to more efficient modes such as rideshare, carpool, transit, bicycle, pedestrian, or telecommuting.

**NOTE:** *Only planning activities for Bike/Scooter sharing are eligible for CRP funding.*

### **Transit Improvements**

Transit improvement projects are eligible for CRP funds for capital costs only. Sponsors should be prepared to fund operating costs and should identify the anticipated source of funds to cover operating expenditures. Capital investments in transit vehicles, facilities or amenities or promotion of transit services or incentives are eligible.

**Emission Reduction Considerations:** Transit improvements support the reduction of emissions by diverting SOV trips to transit. Sponsors should address assumptions regarding the number and mileage of SOV trips diverted. Any additional transit vehicle activity (number of additional vehicle miles of travel and speed of those vehicles) emissions offsets (increases) also must be included in the application narrative. The transit project must have a net emissions benefit to be eligible for CRP funding.

### **Pedestrian/Bicycle**

This project category includes programs or initiatives that are intended to reduce emissions by diverting SOV travel to walking or biking. This may include new infrastructure (sidewalks, trails, bike lanes, etc.) to expand or connect to existing pedestrian and bicycle networks, capital costs related to bicycle share infrastructure (i.e., bicycle racks, docking stations, kiosks, software) or travel information promoting walking and biking. To be eligible for CRP funding, proposed bicycle and pedestrian facilities must not be exclusively recreational, that is they must be designed to reduce non-recreational vehicle trips.

**Emissions Reduction Consideration:** Pedestrian and bicycle projects support the reduction of emissions by diverting SOV trips to walking or biking.

### **Freight Intermodal Projects**

This category includes infrastructure projects, operational strategies, and planning for clean vehicle/alternate fuel programs oriented toward reducing emissions related to freight transportation/goods movement. Projects that aim to reduce the environmental impacts on communities (e.g., diverting freight traffic more directly to distribution centers or intermodal facilities to improve air quality/reduce emissions) are also eligible.

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

**Emissions Reduction Considerations:** The three emission reduction strategies that apply to freight projects are:

- Intermodal projects that divert truck miles to more energy efficient modes.
- Traffic flow investments that eliminate freight bottlenecks and reduce impact on communities.
- Planning for clean engine and alternative fuel fleet programs that directly reduce emissions.

### **Energy Efficient Street Light and Traffic Control Devices**

This category includes projects to replace street lighting and/or traffic control devices with energy-efficient alternatives such as light-emitting diodes (LEDs).

**Emission Reduction Consideration:** Advanced streetlight and traffic signal technology can reduce municipal energy use significantly while also reducing the emissions associated with electricity emissions.

## **Part 2: Project Eligibility Guidelines: General Conditions**

### **Project Location:**

The project must be in a small urban area (population between 5,000 and 49,999) or rural area (population of less than 5,000).

### **Project Eligibility Requirements:**

To be considered for CRP funding opportunities, projects must:

- Be a transportation project.
- Generate an emissions reduction benefit.
- Be located in a small urban or rural area.

### **CRP Program Funds May Not Be Used For:**

1. Projects that add new general lane capacity for SOVs.
2. Routine maintenance and rehabilitation projects (e.g., replacement-in-kind of railroad track or other equipment, reconstruction of bridges, stations, and other facilities, and repaving or repairing roads). These are considered capital investments that maintain an existing condition, and therefore do not reduce emissions.
3. Routine preventive maintenance for transit vehicles as it only returns the vehicles to baseline conditions.
4. General studies that fall outside specific project development (e.g., major investment studies, commuter preference studies, modal market polls or surveys, transit master plans, and others).
5. Projects that do not meet the specific eligibility requirements of United States Code Titles 23 (Highways) and 49 (Transportation).
6. Stand-alone projects to purchase any fuel, alternative or otherwise, is not an eligible CRP expense.

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

7. Acquisition, operation, or development of models or monitoring networks, which include, but are not limited to, traffic operations, travel demand or other related variables that do not directly lead to an emissions reduction.
8. Marginal projects that support freight operations in a very tangential manner are not eligible for CRP funding. Warehouse handling equipment, for example, is not an eligible investment of program funds. Warehouses, themselves, or other similar structures, such as transit sheds, bulk silos or other permanent, non-mobile facilities that function more as storage resources are not eligible.
9. Salaries for administration, maintenance costs, and other items akin to operational support for transit or bicycle and pedestrian programs (e.g., bike shares, etc.).
10. Construction of telecommuting centers and computer and office equipment purchases are not eligible for CRP funds.
11. A project to buy or lease transit vans that would directly compete with or impede private sector initiatives. Consultation with the private sector prior to using CRP funds to purchase vans is required. If private firms have definite plans to provide adequate vanpool service, CRP funds will not be approved to supplant that service.
12. Transit Operating assistance.

### **Eligible Projects – Detailed Information**

Project types eligible for CRP funding include:

#### **1. Congestion Reduction & Traffic Flow Improvements**

Eligible projects most suitable for small urban and rural areas include:

- Traditional traffic flow improvements, which demonstrate net emissions benefits through congestion relief, including:
  - Intersection improvements
  - Left-turn or other managed lanes
- Intelligent Transportation Systems (ITS), including traffic signal synchronization projects, traffic management projects, and traveler information systems, that are effective in enhancing transit bus performance, and reducing emissions. Projects with the greatest potential for emission reduction benefits in small urban and rural areas include:
  - Traffic signal control systems
  - Advanced traveler information systems
  - Transit management systems

#### **2. Alternative Fuels and Vehicles**

Eligible projects that promote the transit use of electricity, clean hydrogen, and advanced battery technologies can receive funding only to cover the incremental cost of the alternative fuel vehicle or fueling system beyond the cost of an equivalent conventionally fueled vehicle or fueling system. In addition, the provision of publicly accessible electric charging or clean hydrogen fueling stations are eligible projects.

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

Eligible projects include:

- Establishing publicly-owned fueling facilities and other infrastructure needed to fuel alternative-fuel vehicles, unless privately-owned fueling stations are in place and reasonably accessible. Fueling facilities may provide recharging for electric vehicles, dispense biodiesel, or dispense one or more of the alternative fuels identified in Section 301 of the 1992 Energy Policy Act.
- Converting a private fueling facility to support alternative fuels through a public-private partnership agreement.

**NOTE:** CRP funds may only be used to establish or support refueling facilities within the Interstate right of way (ROW) if these services are offered at no charge to the user.

### **3. Transit Improvements**

Generally, transit project eligibility for funding is determined by whether the project increases transit capacity, resulting in an increase in transit ridership and a potential reduction in single occupant vehicle emissions and traffic congestion. A description of the project's emissions benefits must accompany the application.

Eligible projects include:

- New transit facilities (e.g., lines, stations, bus passenger loading areas, shelters, terminals, transfer facilities associated with new or enhanced public transit or other similar services).
- New transit vehicles (bus, rail, or van) to expand the fleet or replace existing vehicles. Transit agencies are encouraged to purchase vehicles that are most cost-effective in reducing emissions. Other transit equipment may be eligible if it represents a major system-wide upgrade that will significantly improve speed or reliability of transit service, such as advanced signal and communications systems.

### **4. Bicycle and Pedestrian Facilities and Programs**

Eligible projects include:

- Constructing bicycle and pedestrian facilities (paths, bike racks, support facilities, etc.) that are not exclusively recreational and reduce vehicle trips.
- Non-construction outreach related to safe bicycle use.

### **5. Travel Demand Management**

Travel Demand Management (TDM) encompasses a diverse set of activities that focus on physical assets and services that provide real-time information on network performance and support better decision-making for travelers choosing modes, times, routes, and locations. These projects can help ease congestion and reduce SOV use, contributing to mobility, while enhancing air quality and saving energy resources. Similar to Intelligent Transportation Systems (ITS), today's TDM programs seek to optimize local and regional transportation networks.

Eligible activities must be explicitly aimed at reducing SOV travel and associated emissions, and include:

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

- Establishing rideshare programs
- Fringe parking/park-and-ride lots
- Traveler information services
- Transit shuttle services
- Guaranteed ride home programs
- Vanpools
- Bicycle/scooter share (planning activities only\*)
- Parking pricing
- Telecommuting/teleworking
- Employer-based commuter choice programs

Funding may support capital expenses and some planning activities (as noted above\*). Marketing and outreach efforts to expand use of TDM measures may be funded indefinitely, but only if they are broken out as distinct line items.

### **6. Carpooling, Vanpooling, Ridesharing, and Car Sharing**

Eligible activities include:

- Carpool/vanpool marketing covers existing, expanded, and new activities designed to increase the use of carpools and vanpools and includes purchase and use of computerized matching software and outreach to employers. Guaranteed ride home programs are also considered marketing tools. Marketing costs may be funded indefinitely.
- Vanpool program vehicle capital costs which include purchasing or leasing vehicles for use in vanpools programs.

### **7. Freight Improvements**

Eligible projects and programs include those that target reducing emissions through modifications to infrastructure ensuring a modal shift and thus reducing vehicle miles traveled. These improvements may also reduce the environmental impact of nearby communities.

Intermodal facilities, such as inland transshipment ports or near/on-dock rail, may generate substantial emissions reductions through the decrease in miles traveled for older, higher-polluting heavy-duty diesel trucks. This secondary, indirect effect on truck traffic and the ensuing drop in diesel emissions help demonstrate eligibility.

The transportation function of these freight/intermodal projects should be emphasized for these projects to be eligible.

- Equipment that provides a transportation function or directly supports this function is eligible, such as railyard switch locomotives or shunters that fall into the generator-set or another clean engine category.
- Large-scale container gantry cranes, or other heavy-duty container handling equipment that is a clear link in the intermodal process.

## Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria

### Important Considerations

#### Emission Benefits

Each CRP application must provide a description regarding how the project will lead to a reduction in transportation emission. There are strategies that sponsors should consider and assess when framing the emission reduction benefit of the proposed project. They are:

- Reduce the number of single occupant vehicle (SOV) trips on the roadway.
- Improve efficient modes (transit, rideshare, pedestrian or bicycle) or shifts users to lower emissions modes.
- Reduce idling of vehicles in traffic by improving traffic flow.
- Advance the use of vehicles (e.g., electric, etc.) or modes of travel that result in lower transportations emissions per person-mile traveled as compared to existing vehicles and modes.

In assessing the emission impacts of a proposed project, the applicant should be aware of the following general relationships of changes to the before and after volumes, speeds and fuel types of the vehicles that will be impacted from their proposed project on emission calculations.

- **Increases** to traffic volumes caused by the project, absent any changes to the fuel used by the vehicles or traffic speeds, will increase emissions.
- **Decreases** to speeds, caused by the project and absent any changes to the fuel used by the vehicles, will increase emissions.
- **Increases** to the number of electric and other Zero Emission Vehicles due to the project will decrease emissions.
- **Increases** to the miles per vehicle due to the project and absent any changes to speed, traffic volume or fuel type, will increase emissions.

With this in mind, you should understand that certain types of projects may be difficult to qualify for CRP emissions reduction requirement. Examples of these include “complete streets” and “road diet” projects in which the traffic speeds are reduced because of the project. Conversely, projects which are designed to increase walking and/or biking while reducing the volume of gasoline or diesel-powered vehicles as part of the project will likely reduce emissions.

#### Use of CRP Program Funds:

Funds awarded through this program may be used for the purposes of:

##### 1. Capital Investment:

- To establish new or expanded transportation projects or programs that reduce emissions, including capital investments in transportation infrastructure, congestion relief efforts, vehicle acquisitions, or other capital projects.

##### 2. Planning and Project Development:

Activities in support of other Title 23-eligible infrastructure projects may also be appropriate for CRP investments. All phases of eligible infrastructure projects: planning, preliminary engineering, design, right-of-way acquisition, construction/construction inspection are eligible for CRP funding.



## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

For example, studies that are part of the project development process (e.g., preliminary engineering) are eligible for CRP support.

### **3. Public-Private Partnerships (PPPs):**

In a PPP, a private or non-profit entity's resources replace or supplement State or local funds and possibly a portion of the federal-aid in a selected project. PPPs are a critical program element, given the growth of private sector involvement. When considering PPP as a part of a CRP project, legally binding, written agreements between the public agency and the private or non-profit entity must be in place before CRP-funded project implementation. These agreements:

- Must be developed under relevant Federal and State law;
- Specify the intended use for CRP funding.
- Describe the roles and responsibilities of the participating entities.
- Address how the disposition of land, facilities, and equipment will be carried out should the original terms of the agreement be altered (e.g., due to insolvency, change in ownership, or other changes in the structure of the PPP).

Public funds should not be invested where a strong public benefit cannot be demonstrated. CRP funds should be devoted to PPPs that benefit the general public by clearly reducing emissions, not for financing marginal projects. Other statutory restrictions and special provisions on the use of CRP funds in PPPs include:

- Eligible costs under this section should not include costs to fund an obligation imposed on private sector or non-profit entities under the Clean Air Act or any other Federal law. However, if the private or non-profit entity clearly is exceeding its obligations under Federal law, CRP funds may be used for that incremental portion of the project.

Eligible non-monetary activities that satisfy the non-federal match requirements under the partnership provisions include the following:

- Ownership or operation of land, facilities, or other physical assets
- Construction or project management
- Other forms of participation approved by NYSDOT.

Sharing capital and operating project costs is a critical element of a successful public-private venture, particularly if the private entity is expected to realize profits as part of the joint venture. State and local officials are urged to consider a full range of cost-sharing options when developing a PPP, including a larger State/local match.

### **Costs and Other Regulatory Requirements**

Projects must comply with all applicable Federal requirements, including those affecting determinations of eligible project costs. Refer to the Local Project Manual<sup>1</sup> for more information.

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<sup>1</sup> [Local Project Manual](https://www.dot.ny.gov/plafap) - <https://www.dot.ny.gov/plafap>

## Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria

### Part 3: Project Evaluation Criteria and Scoring Guidelines

**Review Process:** Candidate CRP projects will be evaluated on their ability to meet eligibility criteria and how well they rank in a data driven scoring process conducted by subject matter experts (NYSDOT and Non-NYSDOT).

#### CRP Project Eligibility:

- The project has an eligible sponsor.
- The project fits into one of the eligible CRP funding categories.
- The project relates to surface transportation (not exclusively recreational).
- The project submission includes details on how project will reduce transportation emissions.
- The project meets minimum/maximum funding request award criteria. (Minimum federal share is \$500,000 and maximum federal share is \$5 M.)
- The project has at least a 20% local match and a match provider is identified.
- The Sponsor must attend a TAP-CMAQ – CRP Informational Workshop.

Consideration will be given to projects for activities that support the Justice40 Initiative<sup>2</sup>.

#### CRP Project Evaluation Criteria

Category	Evaluation Criteria	Available Points
Project Benefits	<ul style="list-style-type: none"><li>• Project benefits and proposed solutions</li><li>• Improves Safety</li><li>• Cost-effectiveness and partnerships</li></ul>	15
Project Alignment and Technical Benefits	<ul style="list-style-type: none"><li>• Alignment with CRP program and other surface transportation plans, projects, and systems</li></ul> <p><b>Emission Reduction:</b></p> <ul style="list-style-type: none"><li>• Reductions in targeted pollutants</li><li>• Cost effectiveness</li></ul>	25
Essential Project Management Elements	<ul style="list-style-type: none"><li>• Schedule</li><li>• Budget</li><li>• Right-of-way assurance</li><li>• Match assurance and ability to deliver the project</li></ul>	60
Total Points:		100
Sponsor submitted application for Pre-review	Bonus Points:	5
Project reviewed by a NYS Professional Engineer	Bonus Points:	5

<sup>2</sup> Justice40 Initiative - <https://www.transportation.gov/equity-Justice40>

## Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria

### Project Benefits (15 percent):

#### Project Benefits and Proposed Solutions.

This criterion focuses on the project's community/public benefit.

- The project addresses a surface transportation problem/need and the solution is clearly defined, well developed, comprehensive, and reasonable.
- The project contributes to community economic competitiveness (e.g., quality of life, access to business, jobs, education, public services).
- The project promotes community connectivity, revitalizes the community and/or can improve public health and safety.
- The project improves system efficiency, accessibility, modal connections, interconnectivity, awareness, and/or safety (e.g., reducing crash potential, providing new modal connections, improve awareness of modal options through education and outreach).
- The project has documented public and community support. (Support letters attached to application.)
- The project will be open and available to the public. If not, the restrictions need to be explained, be reasonable, and be allowable under federal aid funding regulations.
- The project (including outreach/education activities) clearly describes how it reduces emissions and/or provides congestion relief through one or more of these strategies: 1) reduces the number of SOVs, 2) reduces idling vehicles in traffic by improving traffic flow,, 3) improves efficient modes (transit, rideshare, pedestrian or bicycle) or shifts users to lower emissions modes, 4) Advances the use of vehicles (e.g., electric, etc.) or modes of travel that result in lower transportations emissions per person-mile traveled as compared to existing vehicles and modes.

*Letters from individuals, resolutions, or other formal actions of support by groups are helpful to demonstrate support for the proposed project.*

#### Improves Safety

- The project is a high priority for the community which will also reduce crashes, personal injuries, fatalities or addresses a high accident location.

#### Cost-effectiveness and Partnerships

- The project includes unique characteristics, new approaches, or uses innovative techniques to enhance, modernize, and/or address the problem or efficient methodology of delivering the project. (e.g., Did the project use an innovative approach to arrive at a solution? Is the project a unique model for others?)
- The project includes cost-effective solutions and/or creative/innovative ways to deliver the project (e.g., use of donated materials; a unique or efficient delivery method such as using a county to deliver a town project).
- The project leverages other partnerships or fund sources (e.g., greater than 20% match; public private partnerships; leveraging other grant sources or partner participation).

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

### **Project Alignment (25 percent):**

This criterion focuses on the project's alignment with CRP program goals and technical outcomes.

- The project is referenced in a regional, state or local plan such as a Comprehensive/Master Plan, Corridor Plan, Scenic Byway Plan, Americans with Disabilities Act (ADA) Transition Plan, Metropolitan Planning Organization (MPO) Plan, Regional Economic Development Council (REDC), NYS bicycle Routes, Smart Growth or Complete Streets. Identify plan in the project application.
- The project meets CRP program goals of reducing transportation emissions.

### **Essential Project Management Elements (60 percent):**

This criterion considers project schedule, budget, status of right-of-way, match assurance and ability to deliver the project. The submission of project deliverables documentation allows for a better assessment of the current project status.

#### *Project Schedule*

- The schedule is realistic in relation to regulatory reviews (NEPA/SEQR, SHPO, etc.) right-of-way approvals, utility relocations, design approvals, advertising, letting and construction.
- The project is ready to be implemented:
  - Fully execute a State-Local Agreement (SLA);
  - Progress to construction letting (for capital infrastructure) or project implementation (for non-capital projects) within 24 months;
  - Reflect project activities within schedule.
- The capital project will be completed within 30 months of commencing construction.

The schedule should include all project phases, activities and milestones: Preliminary Design (including appropriate permitting requirements), Final Design, Consultant Selection, Right of Way Activities, Construction, Construction Inspection, etc. Scheduling considerations should include time to execute an SLA with NYSDOT, consultant selection, utility coordination/relocations, materials testing, advertising, letting, etc.

#### *Project Budget*

Project budget should reflect all costs associated with advancing the project in compliance with all state and federal requirements.

- The budget estimates are verifiable in relation to the scope and schedule for proposed completion.
- The budget reflects the project scope, including design, right-of-way, consultant services, activities/acquisition, regulatory reviews and permits, construction, construction inspection, etc.
- The budget identifies all cost considerations.

## **Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria**

### *Right of Way (ROW Status)*

- Identify status of right-of-way for proposed project: owned, leased, or need to be acquired.
- Proof of ROW ownership provided through surveys, highway record plans, or clearance certificates. Tax maps are not sufficient property boundary line documentation.
- If ROW acquisition (purchase/lease) is required:
  - Identify number of parcels;
  - Type of acquisition – purchase/lease; and
  - Temporary or permanent.
- Identify any Railroad ROW involved with the project.
- Identify any potential utility conflicts.
- Reflect all ROW activities in the project schedule and budget.

### *Match Assurance and Ability to Deliver the Project*

- The project match is assured by resolution or documented source (letter of intent, etc.).
- The Sponsor demonstrated effectiveness in using federal aid funds and delivering a federal aid project in the past five (5) years.
- The Sponsor demonstrates responsibility for all aspects of the approved project, including constructed facility future maintenance and operation.
- The proposed work is technically feasible and implementable.

A Sponsor's previous performance utilizing awarded federal transportation funds is also taken into consideration. Undertaking and completing federal aid projects on schedule, within budget, and in accordance with program rules and regulations will be considered.

Allowances may be made for a Sponsor's past poor performance on a previous federal aid project when: 1) the performance was due to circumstances beyond its control; or, 2) where Sponsor can demonstrate that it has corrected policies, procedures, **and** staffing that were deemed to have resulted in the poor performance; and 3) show successful completion of projects since that time.

### **Bonus Point Opportunity:**

Bonus points are available if the project application includes:

- An application pre-review comment form.
- A letter signed by a NYS Professional Engineer.

Submitting the project application for the optional pre-review process gives NYSDOT professionals an opportunity to provide project feedback and guidance prior to final project application submission. At a minimum, the following information should be uploaded in the application for Pre-Review:

- Project scope
- Draft budget
- Draft schedule
- Anticipated ROW needs (if any)
- Anticipated utility needs and railroad involvement (if any)

## Appendix D: CRP Program Sponsor Eligibility, Requirements, and Project Evaluation Criteria

Pre-Review applications submitted without sufficient information to review will not receive bonus points. Upload the Pre-Review Comment Form as part of the final application.

**Sponsors may continue to work on the application while NYSDOT is reviewing the project. Only submit your application in Grants Gateway when it is complete.**

After the Application Pre-Review has been completed by the appropriate NYSDOT Region, written comments (see Appendix G for Pre-Review Comment form) will be emailed to the Sponsor. The completed **Application Pre-Review Comment Form must be uploaded** on the Pre-Submission Upload page in Grants Gateway and submitted with the final application **to receive bonus** points.

**NOTE:** *Requesting an Application Pre-Review is not an application submission. Applicants must complete and submit the application by the deadline in the Grants Gateway to be considered for funding.*

Bonus points may be added to a project application score for including a NYS Professional Engineer signed letter that they have reviewed the project's application. The letter format is available on the TAP-CMAQ-CRP website. Upload the PE review letter as part of the final application.